

**SOUTHERN SOFTWARE, INC.**  
an employee-owned company

MARK

December 21, 2018

*Merry Christmas and Happy New Year!!!!*

Everyone here at Southern Software hopes you and your families had a wonderful Christmas and are looking forward to the New Year! We are all very excited about 2019 and all the blessings it is sure to hold.

We are committed to providing you with outstanding support services and solid software solutions. You are an important part of our Southern Software Family and we value the partnership we have with you!

Enclosed you will find the 2019-2020 Annual Support Agreement(s). Please read the enclosed agreement(s), and be sure to note the highlighted areas as well as the period of coverage and the fee amount. **This agreement IS NOT A BILL, but intended to help you with your Budget Planning for the 2019 – 20 Fiscal Year. We will invoice you one month prior to your annual renewal date.** At this time, we ask that you review, sign and return the agreement to us stating that you have read and understand the coverage. Please return by fax at **910-695-0251** or mail to **150 Perry Drive, Southern Pines, NC 28387**. You may also scan and email it to [bmcneil@southernsoftware.com](mailto:bmcneil@southernsoftware.com).

**Be-On-The-Look-Out** in the coming months for the introduction of new products and their release announcements. We have exciting new products soon to be available to you.

Finally, be sure to join us in 2019 for the Annual Regional Training being held in your area as well as the Annual Public Safety Users' Conference. Dates and locations for the regional trainings are included in this packet as well as listed on our website. **The Users' Conference will be held October 28 – October 31 with mini training sessions offered the afternoon of Monday, October 28. Once again, this conference will be held at the Myrtle Beach Grande Dunes Spa & Resort in Myrtle Beach, SC. Both of these training and networking opportunities are incredibly valuable, fun and FREE! We will mail out "save the date" cards for each so be on the lookout for them and keep an eye on our website for updated information as well.**

As always, we sincerely appreciate your business and look forward to working with you in 2019! If you have any questions, please call us at **1-800-842-8190**. We welcome and appreciate all of your ideas and concerns.

Sincerely,

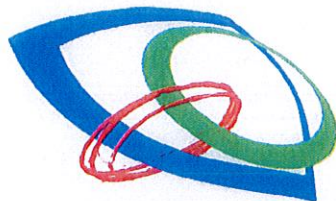
Jennifer J. Meggs  
CEO  
Southern Software, Inc.

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# 2019 STATE TRAINING SCHEDULE

JANUARY, 29 <sup>TH</sup> - 30 <sup>TH</sup>	SC (CHARLESTON)	CHARLESTON AVIATION AUTHORITY PD
FEBRUARY, 5 <sup>TH</sup> - 6 <sup>TH</sup>	FLORIDA (TAVARES)	INSTITUTE OF PUBLIC SAFETY
MARCH, 12 <sup>TH</sup> - 14 <sup>TH</sup>	ALABAMA (MONTGOMERY)	DRURY INN
APRIL, 2 <sup>ND</sup> - 3 <sup>RD</sup>	TENNESSEE (FRANKLIN)	WILLIAMSON COUNTY PUBLIC SAFETY CENTER
APRIL, 16 <sup>TH</sup> - 17 <sup>TH</sup>	VIRGINIA (MARTINSVILLE)	REGIONAL CRIMINAL JUSTICE CENTER
MAY, 7 <sup>TH</sup> - 8 <sup>TH</sup>	ARKANSAS (FT. SMITH)	FT. SMITH CONVENTION CENTER
MAY, 14 <sup>TH</sup> - 15 <sup>TH</sup>	WESTERN NC (HAYWOOD)	HAYWOOD PUBLIC SAFETY CENTER
JUNE, 18 <sup>TH</sup> - 19 <sup>TH</sup>	EASTERN NC (ROCKY MOUNT)	NASH COMMUNITY COLLEGE
JULY, 30 <sup>TH</sup> - 31 <sup>ST</sup>	TEXAS (VICTORIA)	VICTORIA COLLEGE
AUGUST, 14 <sup>TH</sup> - 15 <sup>TH</sup>	TEXAS (ROCKWALL)	ROCKWALL COURTHOUSE



**SOUTHERN SOFTWARE, INC.**  
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# **SOUTHERN SOFTWARE'S ANNUAL SOFTWARE SUPPORT AGREEMENT**

**JAIL-PAK™**  
8:30 a.m. to 5:00 p.m., EST

Page 3

**Jail-Pak™.** This Software Support Agreement covers support from 8:30 a.m. to 5:00 p.m., EST, Monday through Friday.

## **Problem Resolution**

Southern Software will provide customer software support for mission critical operation of **Jail-Pak™**, from 8:30 a.m. to 5:00 p.m., EST, Monday through Friday. This Agreement does not constitute a warranty but provides for mission critical problem resolutions and non-mission critical problem resolutions of repeatable errors during normal business hours, CST. Southern Software cannot warrant the product will operate free of problems in perpetuity. Southern Software does not warrant third party software applications used in programs provided to customers, i.e., Microsoft® Word. The purpose of this Agreement is to provide the necessary technical assistance to ensure a timely problem resolution and to minimize down time. Mission critical is defined as "any problem that renders the entire system unstable or inoperable".

For problems covered under this Agreement, Southern Software will provide the following:

- Telephone response within five hours of notification of the problem. During this initial response, support personnel will determine the nature of the problem and severity. An attempt to resolve the problem will be made by giving instructions to the customer.
- If this is unsuccessful or the severity too great, then Southern Software will escalate to a Level 2 response. A Level 2 response involves a support technician connecting remotely to the customer's network using industry standard secure remote diagnostic methods to attempt to resolve the problem.
- If the problem is unable to be detected or resolved with a Level 2 response then a technician will be scheduled for an on-site visit. There is no cost to the customer for the on-site visit as long as the problem is with a Southern Software product or equipment covered by a Southern Software support contract and as long as the problem is not due to a virus or negligent actions/treatment.

The user understands support staff may provide a temporary fix. A permanent fix will be provided at a later date.

## **Program Updates**

Southern Software will provide program updates to support customers as new updates, fixes and features are added. Updates will be made universally to all supported customers at one time. No custom programming will be performed.

## **Third Party**

If, at any time, an update of a third party's software is required, Southern Software will not incur the cost of such upgrade.



## **System Administrator**

The customer agrees to have a designated administrator (primary contact for support and update issues). It is highly desirable that the administrator be knowledgeable in networking and Windows® operating systems.

## **Data Backup Statement**

The customer understands that it is the customer's responsibility to ensure data backups are being made daily and verified for accuracy.

## **Virus Statement**

The customer agrees to have virus protection software loaded on each machine and agrees to update it weekly. (Southern Software recommends updating your virus protection software on each machine daily.) This support contract does not cover assistance in the recovery of damage caused by viruses. **Southern Software will charge a fee for virus recovery assistance.**

## **Items not covered under this annual support agreement -**

- Installation and setup of new equipment.
- Transferring of data.
- Moving equipment from one site to another.
- On-site installation/reinstallation of Southern Software products or installation/reinstallation of third party software/products.
- Virus damage/recovery repair work.
- Recovery/repair work related to natural disasters such as lightning, floods, etc..
- Replacement of equipment that is out of warranty.
- Cost of upgrades to third party software including but not limited to Microsoft™ products (ie. Office, SQL, etc.), Anti-virus software, remote connectivity software, etc. or cost of updates to operating systems.
- Data Conversions.
- On-site Training.
- Interfaces with third party products.
- Data loss due to drive crashes, machine failures, etc.

## **Benefits**

- The Software Support Agreement only covers software developed by Southern Software.
- Toll-free telephone support, Monday through Friday, 8:30 a.m. to 5:00 p.m., EST
- 24-hour fax availability

(Benefits continued)

- Software Updates
- Remote System Support
- Annual User's Conference
- Free hardware/network assessments for upgrades.
- Free follow-up/new employee training at Southern Software's office.
- Free web training.

#### **System Access/Customer Responsibility**

The customer agrees to provide a dedicated computer capable of remote access for support purposes. The computer designated for remote connectivity shall allow access to all computers on the network requiring support.

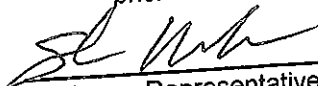
**This Annual Software Support Agreement provides coverage that begins May 1, 2020 and ends April 30, 2021.**

**Annual Support: \$4,496.00**

By signing this document you are confirming that you have read and understand the terms and conditions of this annual support agreement.

#### **Important- Support Renewal Clause**

A lapse in support renewal will require that all outstanding support balances be paid in full prior to reinstatement of support. Support fees are non-refundable.

  
Customer Representative Signature

12-31-18  
Date

**YANCEY COUNTY SHERIFF (JAIL), NC**  
Name of Department

NOTE: IF A PURCHASE ORDER NUMBER IS REQUIRED ON THE SUPPORT INVOICE PLEASE ENTER HERE \_\_\_\_\_. IF THE NUMBER IS NOT AVAILABLE AT THIS TIME, PLEASE FAX THE PURCHASE ORDER TO (910)695-0251 WHEN IT IS AVAILABLE.

☐ NO PURCHASE ORDER NUMBER WILL BE REQUIRED.



**SOUTHERN SOFTWARE'S  
ANNUAL SOFTWARE SUPPORT AGREEMENT  
Records Management (Police-Pak, Sheriff-Pak and RMS)  
8:30 a.m., EST to 5:00 p.m., EST**

**Police-Pak™, Sheriff-Pak™ and RMS.** This Software Support Agreement covers support from 8:30 a.m. to 5:00 p.m., EST, Monday through Friday.

**Problem Resolution**

Southern Software will provide customer software support for the operation of **Police-Pak™, Sheriff-Pak and RMS**, from 8:30 a.m. to 5:00 p.m., EST, Monday through Friday. This Agreement does not constitute a warranty but provides for mission critical problem resolutions and non-mission critical problem resolutions of repeatable errors during normal business hours, EST. Southern Software cannot warrant the product will operate free of problems in perpetuity. Southern Software does not warrant third party software applications used in programs provided to customers, i.e., Microsoft® Word. The purpose of this Agreement is to provide the necessary technical assistance to ensure a timely problem resolution and to minimize down time. Mission critical is defined as "any problem that renders the entire system unstable or inoperable".

For problems covered under this Agreement, Southern Software will provide the following:

- Telephone response within five hours of notification of the problem. During this initial response, support personnel will determine the nature of the problem and severity. An attempt to resolve the problem will be made by giving instructions to the customer.
- If this is unsuccessful or the severity too great, then Southern Software will escalate to a Level 2 response. A Level 2 response involves a support technician connecting remotely to the customer's network using industry standard secure remote diagnostic methods to attempt to resolve the problem.
- If the problem is unable to be detected or resolved with a Level 2 response, then a technician will be scheduled for an onsite visit. There is no cost to the customer for the onsite visit as long as the problem is with a Southern Software product or equipment covered by a Southern Software support contract and as long as the problem is not due to a virus or negligent actions/treatment.

The user understands support staff may provide a temporary fix. A permanent fix will be provided at a later date.

**Program Updates**

Southern Software will provide program updates to support customers as new updates, fixes and features are added. Updates will be made universally to all supported customers at one time. No custom programming will be performed.

**Third Party**

If, at any time, an update of a third party's software is required, Southern Software will not incur the cost of such upgrade.



## System Administrator

The customer agrees to have a designated administrator (primary contact for support and update issues). It is highly desirable that the administrator be knowledgeable in networking and Windows® operating systems.

## Data Backup Statement

The customer understands that it is the customer's responsibility to ensure data backups are being made daily and verified for accuracy.

## Virus Statement

The customer agrees to have virus protection software loaded on each machine and agrees to update it weekly. (Southern Software recommends updating your virus protection software on each machine daily.) This support contract does not cover assistance in the recovery of damage caused by viruses.

**Southern Software will charge a fee for virus recovery assistance.**

## **Items not covered under this annual support agreement -**

- Installation and setup of new equipment.
- Transferring of data.
- Moving equipment from one site to another.
- On-site installation/reinstallation of Southern Software products or installation/reinstallation of third party software/products.
- Virus damage/recovery repair work.
- Recovery/repair work related to natural disasters such as lightning, floods, etc..
- Replacement of equipment that is out of warranty.
- Cost of upgrades to third party software including but not limited to Microsoft™ products (ie. Office, SQL, etc.), Anti-virus software, remote connectivity products, etc. or cost of updates to operating systems.
- Data Conversions.
- On-site Training.
- Interfaces with third party products.
- Data loss due to drive crashes, machine failures, etc.
- Installation, Training and Data Conversions for Software Re-architecture.

## Benefits

- The Software Support Agreement only covers software developed by Southern Software.

**(Benefits continued)**

- Toll-free telephone support, Monday through Friday, 8:30 a.m. to 5:00 p.m., EST
- 24-hour fax availability
- Software Updates
- Remote System Support
- Annual User's Conference
- Free hardware/network assessments for upgrades.
- Free follow-up/new employee training at Southern Software's office.
- Free web training.

**System Access/Customer Responsibility**

The customer agrees to provide a dedicated computer capable of remote access for support purposes. The computer designated for remote connectivity shall allow access to all computers on the network requiring support.


**This Annual Software Support Agreement provides coverage that begins March 1, 2020 and ends February 28, 2021.**

**Annual Support \$6,485.00**

By signing this document, you are confirming that you have read and understand the terms and conditions of this annual support agreement.

***Important- Support Renewal Clause***

*A lapse in support renewal will require that all outstanding support balances be paid in full prior to reinstatement of support. Support fees are non-refundable.*

  
Customer Representative Signature

12-31-18  
Date

**YANCEY COUNTY SHERIFF (REC), NC**  
Name of Department

NOTE: IF A PURCHASE ORDER NUMBER IS REQUIRED ON THE SUPPORT INVOICE PLEASE ENTER HERE \_\_\_\_\_. IF THE NUMBER IS NOT AVAILABLE AT THIS TIME, PLEASE FAX THE PURCHASE ORDER TO (910)695-0251 WHEN IT IS AVAILABLE.



**SOUTHERN SOFTWARE'S  
ANNUAL SOFTWARE SUPPORT AGREEMENT  
Human Resource Management Software (HRMS)/QuarterMaster  
8:30 a.m., EST to 5:00 p.m., EST**

**HRMS/QM.** This Software Support Agreement covers support from 8:30 a.m. to 5:00 p.m., EST, Monday through Friday.

**Problem Resolution**

Southern Software will provide customer software support for mission critical operation of **HRMS/QM**, from 8:30 a.m. to 5:00 p.m., EST, Monday through Friday. This Agreement does not constitute a warranty but provides for mission critical problem resolutions and non-mission critical problem resolutions of repeatable errors during normal business hours, EST. Southern Software cannot warrant the product will operate free of problems in perpetuity. Southern Software does not warrant third party software applications used in programs provided to customers, i.e., Microsoft® Word. The purpose of this Agreement is to provide the necessary technical assistance to ensure a timely problem resolution and to minimize down time. Mission critical is defined as "any problem that renders the entire system unstable or inoperable".

For problems covered under this Agreement, Southern Software will provide the following:

- Telephone response within five hours of notification of the problem. During this initial response, support personnel will determine the nature of the problem and severity. An attempt to resolve the problem will be made by giving instructions to the customer.
- If this is unsuccessful or the severity too great, then Southern Software will escalate to a Level 2 response. A Level 2 response involves a support technician connecting remotely to the customer's network using industry standard secure remote diagnostic methods to attempt to resolve the problem.
- If the problem is unable to be detected or resolved with a Level 2 response, then a technician will be scheduled for an on-site visit. There is no cost to the customer for the on-site visit as long as the problem is with a Southern Software product or equipment covered by a Southern Software support contract and as long as the problem is not due to a virus or negligent actions/treatment.

The user understands support staff may provide a temporary fix. A permanent fix will be provided at a later date.

**Program Updates**

Southern Software will provide program updates to support customers as new updates, fixes and features are added. Updates will be made universally to all supported customers at one time. No custom programming will be performed.

**Third Party**

If, at any time, an update of a third party's software is required, Southern Software will not incur the cost of such upgrade.

**(Benefits continued)**

- **24-hour fax availability**
- **Software Updates**
- **Remote System Support**
- **Annual User's Conference**
- **Free hardware/network assessments for upgrades.**
- **Free follow-up/new employee training at Southern Software's office.**

**System Access/Customer Responsibility**

The customer agrees to provide a dedicated computer capable of remote access for support purposes. The computer designated for remote connectivity shall allow access to all computers on the network requiring support.

**This Annual Software Support Agreement provides coverage that begins February 25, 2020 and ends February 24, 2021.**

**Annual Support: \$850.00**

By signing this document, you are confirming that you have read and understand the terms and conditions of this annual support agreement.

***Important- Support Renewal Clause***

*A lapse in support renewal will require that all outstanding support balances be paid in full prior to reinstatement of support. Support fees are non-refundable.*

  
\_\_\_\_\_  
Customer Representative Signature

12-31-18  
Date

**YANCEY COUNTY SHERIFF (QM), NC**  
Name of Department

NOTE: IF A PURCHASE ORDER NUMBER IS REQUIRED ON THE SUPPORT INVOICE PLEASE ENTER HERE \_\_\_\_\_. IF THE NUMBER IS NOT AVAILABLE AT THIS TIME, PLEASE FAX THE PURCHASE ORDER TO (910)695-0251 WHEN IT IS AVAILABLE.